

Wyoming Prevention Framework Community Grant Report

Attachment B

This report is for this time period

February 2007 - April 30, 2007

Please email this report as an **attachment** to...
Substance Abuse & Mental Health Services Division,
Wyo Dept. of Health
lisa.laake@health.wyo.gov

Today's Date
County
Contract Organization Name

5/11/2007
Sheridan
Sheridan Community Education Foundation

For information call 1-800-535-4006
or 307-777-6494

Your Name
Your Mailing Address
City, State, Zip
Your Work Phone Number
Fax
Your Work Email Address

Chanda Richards
245 Broadway #6
Sheridan, WY 82801
307-673-0067 ext 208
307-673-4895
richardsc@scedfo.org

Please keep both a hard-copy and file copy for your records

Item	Contract Deliverables	Date due	Percent Completed (or notes on amount completed)	Date Completed	Comments or Notes
A Staff, Board of Directors, Volunteers, Work Assignments, and Technical Assistance					
1	SPF Staff Hired (report name, percent of time, email address, phone number)	1-Feb-07	100%	1-Feb-07	Chanda Richards, Prevention Framework Grant Coordinator, 100% FTE, email: richardsc@scedfo.org, (307) 673-0067 ext. 208
2	Supervise SPF staff/staff evaluation (note dates and any notes)		100%		Successful completion of the SPF Kickoff Conference March 7-9, Conference call April 5, 2007, Conference call May 11, 2007, and successful completion of 1st portion of needs assessment workbook.
3	Name, title, and phone number of the staff's supervisor		100%		Barbara Sachse, Project Youth Director, 307-673-0067 ext 226
4	Criminal history record compliance (briefly note yes or no if any action was taken this quarter--do not report names)		0%		Grant Coordinator has had a criminal history compliance check within the past two years for a previous employer, but will update for the SPF grant.
5	Staff training and paid travel (list all training paid under the contract, dates, traveler name, amount)			9-Mar-07	SPF/WFLI Kickoff
6	Notify the Division of any board of directors/staffing changes		100%	1-Feb-07	Barbara Sachse, Chanda Richards attended the SPF Kickoff on March 5-9, 2007 Total expenses: \$477.34 The Division was notified as to the new Director for Project Youth, Barbara Sachse
7	Other Contract Work Agreements (report details)		100%	21-Mar-07	Contract Agreement was signed with WYSAC for evaluation.
8	Complete agreement with SPF-TAC		0%		The TAC providers have not been chosen to date.
9	Other				
B Needs Assessment Activities					
1	Needs Assessment Training/Winter 07 Meeting	Feb or March 2007	100%	9-Mar-07	Barbara Sachse and Chanda Richards attended the Needs Assessment Training in Casper
2	Needs Assessment Instrument Received	Feb or March 2007	100%	9-Mar-07	Instrument Received
3	Data Collection		90%		Currently, we are waiting on the data from the county attorney's office to complete the data collection.
4	Data Analysis		20%		Analysis of the data is in process; grant staff and Coalition members will begin meeting to analyze and process data.
5	Priorities Identified		0%		Priorities will be identified after the data analysis is complete.
6	Needs Assessment Sent to SAD	1-Jun-07	0%		
7	Receive SAD Comments @ Needs Assessment	15-Jun-07	0%		
	Revise Needs Assess/Submit Final		0%		
8	Other				

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
C Community Infrastructure Activities					
1	Community Advisory Council Activities briefly list CAC activities			17-Apr-07	Community Methamphetamine Educational Presentation presented by Marathon Oil to 400 students at the Sheridan Junior High and 400 community members at Sheridan College.
				16-Apr-07	Dinner for 50 key community members prior to the Methamphetamine presentation hosted by Marathon Oil.
				1-Mar-07	"Hands Off Drugs" day at Sheridan Junior High School. Students created a mural of handprints in pledging to be drug and alcohol free.
				20-Mar-07	ROCK, student led high school drug and alcohol free program, held a pledge day. Over 200 students pledged to be drug and alcohol free.
2	Community Advisory Council Meetings List dates & number of people who attended				January 22, 2007 - 18 attended, February 26, 2007 - 17 attended, March 26, 2007 - 30 attended, April 23, 2007 - 22 attended.
	See below for membership report				
3	Budget and Funding Approved by CAC (<i>attach minutes</i>)				The Coalition approved application for the SPF grant prior to the application deadline, however there are no minutes available in the month of December, 2007.
4	Community Resource Assessment note date and attach report		70%		Community Resource Assessment attached, however more information is being collected to add to this report.
5	Present Findings/Process to Community		0%		
6	(Optional) local SAPST and/or CADCA Training for SAC/Community				June 4-7, 2007, four individuals including grant staff and Coalition members, will attend the local SAPST training at the Holiday Inn in Sheridan. July 26-28, 2007 Project Youth Director will attend CADCA mid-year training in Arizona.
7	Briefly describe how the community was involved in the SPF process during this reporting period				The community was able to supply valuable information for the first portion of the Needs Assessment that was due on April 30, 2007. The police and sheriff's department, city hall, county clerk's office, county attorney's office, and others contributed important data for the needs assessment.
8	Other CAC/Infrastructure				

D Strategic Planning Activity

	Attend Strategic Planning Training	Jul-07	0%		Staff will attend training in Lander, WY June 26-28, 2007
	Receive Strategic Planning Materials from SAD		0%		
	Research Evidence Based Strategies		0%		
	Match Strategies to Data/Needs		0%		
	Write Strategic Plan		0%		
	Submit Strategic Plan to SAD		0%		
	Receive SAD Comments/Revise/Final Plan	31-Aug-07	0%		
	Other				Staff is reviewing Strategic Planning material and information from CADCA.

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E Implementation (only with SAD approval)					

F Deliverables and Assurances Reports

	For February 1 - April 30				
1	May 15: Submit this report to SAD	15-May-07	100%	15-May-07	
2	May 15: Submit Expenditure Report to SAD	15-May-07	100%	15-May-07	
	For February 1 - June 30				
3	July 31: Submit CLI to SAMHSA	31-Jul-07	0%		
	For May 1 - June 30				
4	July 31: Submit Expenditure Report to SAD	31-Jul-07	0%		
	For May 1 - September 30				
5	October 15: Submit this report o SAD	15-Oct-07	0%		
	For July 1 - September 30				
6	October 15: Submit Expenditure Report to SAD	15-Oct-07	0%		

7	Complete evaluation agreement with WySAC	30-Mar-07	100%	21-Mar-07	Agreement was signed and sent to WYSAC on March 21, 2007.
8	Provide any other evaluation information				
9	Submit any requested data		100%	30-Apr-07	First portion of Needs Assessment was sent to WYSAC.
10	Obtain Chapter 16 Prevention Certification		100%	30-Jan-07	
11	On-Site evaluations or reviews		100%	8-May-07	Site visit completed by WYSAC staff
12	Post 2 newspaper ads/articles about the SPF grant (attach copy)		50%		One newspaper article ran in the Sheridan Press.

Item	Contract Deliverables	Date due	Percent Completed	Date Completed	Comments or Notes
G	Other Information				
1	Briefly describe any actions taken by the LEAD AGENCY (fiscal agency) board of directors or high level staff around the SPF SIG grant				Board of Directors for SCEF approved a full time position for the SPF grant.
2	Restricted activities (report any approval requested and received for these)				
	fairs/brochures/educational materials				
	media				
3	Please note any significant changes from the budget submitted in the application.				Budget changes were made on May 22, 2007. Funds were moved from travel and office supplies into salaries and benefits in order to accommodate the full time grant coordinator position.
4	What was the one greatest accomplishment this reporting period? How was this accomplishment shared with the community?				The Methamphetamine presentation was a successful collaboration between the Coalition and Marathon Oil. Although the subject was Methamphetamines, the presentation was a good example of the Coalition at work. This was shared with the community through PSA's, the newspaper, and attendance at the event. This presentation hit a wide audience including Native Americans, Hispanics, government officials, school officials, and other social service agencies.
5	What was the one greatest barrier this reporting period? What was done to address this barrier?				One of the greatest barriers this reporting period was in effectively communicating to Coalition members as to the purpose for the SPF grant being a Coalition Capacity Building grant, in contrast to a grant intended for implementing programs. SPF staff have been in communication with Joe D'Eufemia from the State regarding this issue. He has planned a trip to Sheridan to attend the Coalition meeting on May 21, 2007. At this meeting, he intends to touch on this important educational piece.
6	Please briefly list any significant changes or information related to this grant				
7	Please provide input and recommendations about technical assistance provided by SAD and SAD contractors				

COMMUNITY ADVISORY COUNCIL

	Member's Name	Date first joined	Number of meetings attended (total to date)	Please note if this is a representative of the sectors listed on page 6 of the application instructions.	Agency or Constituency Represented
	Kathy Tiffany	prior to start of grant	35	yes	Project Youth
	Jim Craig	prior to start of grant	24	yes	Sheridan Community Education Foundation
	Carol Lundgren	prior to start of grant	18	yes	Sheridan County School Dist. #2 Counselor
	Dianne Bramwell	prior to start of grant	16	yes	WYSTAR Drug Endangered Children
	Sarah Beaver	prior to start of grant	18	yes	SCOPE
	Janet Eglund	prior to start of grant	18	yes	Tobacco Free Workplace
	Carol Watkins	prior to start of grant	9	yes	Northern Wyoming Mental Health
	Pamela Rucki	prior to start of grant	8	yes	Families and Schools Together
	Mike Card	prior to start of grant	2	yes	Law Enforcement
	Cori Erickson	prior to start of grant	3	yes	WYCAN
	Jessica Flahive	prior to start of grant	6	yes	Center for a Vital Community
	Janet Korpela	prior to start of grant	15	yes	Big Brothers/Big Sisters
	Shannon Lassle	prior to start of grant	12	yes	Wellness Council
	Jessica Migler	prior to start of grant	8	yes	WYCAN

	Don Boone	prior to start of grant	8	yes	Northern Wyoming Mental Health
	Amanda Stewart	prior to start of grant	5	yes	Parent
	Doug Goodwin	prior to start of grant	16	yes	Pastor
	Carol Garber	prior to start of grant	15	yes	Sheridan County School Dist. #2 Counselor
	Linda Barker	prior to start of grant	4	yes	Workforce Services
	Cori Cook	prior to start of grant	4	yes	Department of Family Services
	Jennifer Gulley	prior to start of grant	3	yes	Parent
	Laura Burrell	prior to start of grant	18	yes	Northern Wyoming Mental Health
	Alicia Clark	prior to start of grant	5	yes	Life Quest Psychology
	Jen Klinesmith	prior to start of grant	12	yes	Northern Wyoming Mental Health
	Howie Fitzpatrick	prior to start of grant	4	yes	Law Enforcement - Sheridan Police Dept.
	Steve Edfors	prior to start of grant	6	yes	Northern Wyoming Mental Health
	Sharon Selberg	prior to start of grant	10	yes	Parent
	Brenda White	prior to start of grant	3	yes	Sheridan County School Dist. #2 Counselor
	Melana Cummings	Feb-07	3	yes	Workforce Services
	Tiffany Reynolds	prior to start of grant	6	yes	Department of Family Services
	Jan Gregory	prior to start of grant	3	yes	Big Brothers/Big Sisters
	Mary Jo Johnson	prior to start of grant	3	yes	media
	Deb Isakson	Feb-07	2	yes	Chamber of Commerce
	Melinda Dennington	Feb-07	2	yes	Volunteers of America
	Heath Steel	Feb-07	2	yes	Volunteers of America
	Heidi Lowe	Feb-07	2	yes	Rio Tinto Energy
	Neil Bricco	prior to start of grant	4	yes	Northern Wyoming Mental Health
	Wendi Mader	prior to start of grant	5	yes	media - Big Horn Radio
	Jody Sauers	prior to start of grant	5	yes	media - Big Horn Radio
	Mandy Madry	prior to start of grant	6	yes	Law Enforcement - Sheridan Co. Sheriff Dept
	Dave Hoffmeier	Mar-07	1	yes	Law Enforcement - Sheridan Co. Sheriff
	Nii Danso	Feb-07	2	yes	WYCAN
	Roy Pack	prior to start of grant	3	yes	Cloud Peak Initiatives
	Gary Small	Mar-07	1	yes	Cloud Peak Initiatives
	Barbara Sachse	Feb-07	4	yes	Project Youth
	Chanda Richards	prior to start of grant	6	yes	Project Youth
	Georgia Foster	prior to start of grant	5	yes	Bully Free Wyoming
	Dawn Schnatterbeck	Feb-07	2	yes	Clay Pot Counseling
	Neil Madson	Feb-07	3	yes	Drug Court
	Melissa Butcher	Feb-07	2	yes	Chamber of Commerce
	Phillip Chino	Feb-07	3	yes	Forward Sheridan